



# Creating a Healthy Nutrition Environment: A Policy Approach

By Rita Arni, Child Nutrition Program Manager

## POLICY CHECKLIST

**1**  
**Lay the  
Groundwork**

**2**  
**Build  
Awareness  
and Support**

**3**  
**Draft the  
Policy**

**4**  
**Adopt the  
Policy**

**5**  
**Administer  
the Policy**

## POLICY COMPONENTS

**Authority** (Who is establishing the policy; what legal authority underlies it.) \_\_\_\_\_

**Rationale** (Why is this policy necessary?) \_\_\_\_\_

**Priority population** (To whom the policy applies.) \_\_\_\_\_

**Definitions** (To avoid confusion, include clear explanations of major terms used.) \_\_\_\_\_

**Activities** (The heart of the policy that describes a program to be conducted, the strategy to deal with a particular situation, and requirements that staff must follow.) \_\_\_\_\_

**Administration** (Who enforces the policy and how.) \_\_\_\_\_

**Consequences** (The rewards and sanctions that provide positive and negative incentives for compliance with the policy.) \_\_\_\_\_

**Evaluation** (How the policy's effect will be measured and how that information will be used.) \_\_\_\_\_

**Duration** (When the policy is adopted, when it takes effect, and when it expires.) \_\_\_\_\_

**References** (Cite your sources.) \_\_\_\_\_

**Date** (What date was the policy written, adopted, revised?) \_\_\_\_\_

**Authors** (List contributors or adopting authority.) \_\_\_\_\_

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